



TRAFFIC DIRECTION AND CONTROL OPERATIONS

FC No.: 1031

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I. Policy

The major objective of traffic direction is to maintain/restore the safe and efficient movement of vehicular and pedestrian traffic. The department will maintain a close working relationship with those agencies that share responsibility for coping with adverse road and weather conditions affecting traffic safety.

II. Manual Traffic Direction (CALEA 61.3.2)

- A. Employees are responsible for regulating traffic flow and controlling turning movements, coordinating vehicle movements with the flow at adjacent intersections, detouring traffic, controlling pedestrian movements, arranging for removal of traffic obstructions, facilitating emergency vehicle movements, and rendering aid and assistance to motorists and pedestrians.
- B. Training
Employees assigned to traffic direction duties will receive manual traffic direction training. The department's Training and Education Division will train officers. The School Safety and Education Section will train school crossing guards. (CALEA 61.3.2.b)
- C. Safety
Employees will use uniform hand signals and gestures to enhance driver and pedestrian recognition and response to their direction. Employees will emphasize safety when engaged in traffic direction and will take reasonable steps to prevent personal injury or property damage.
- D. Law Enforcement Authority
Officers will be assigned traffic direction duties when law enforcement authority is deemed

necessary. Non-sworn employees may perform these duties if law enforcement authority is not anticipated.

E. Required Outer-Wear

Employees will wear department-issued high visibility outerwear whenever engaged in scheduled traffic direction. This will include, at minimum, the reflective vest, white or orange gloves, flashlight (nighttime), and raincoat (as appropriate). (CALEA 61.3.2.g)

F. Unscheduled Traffic Direction

When unscheduled manual traffic direction is necessary and an immediate public safety hazard is present, employees may initiate manual traffic direction while displaying only a department authorized identification item (refer to FC 321, "Identification of Plainclothes Personnel"). As soon as **practical**, the employee will don high visibility outerwear as required in section I.E.

III. Temporary Traffic Control Devices (CALEA 61.3.2.f)

- A. Supervisor Approval
Temporary traffic control devices such as portable signs or signals may be deployed with approval from a supervisor.
- B. Removal/Deactivation
The supervisor authorizing deployment of any temporary traffic control device will ensure that it is removed or deactivated as soon as practical after it is no longer needed.
- C. Transportation Management Center
The Highway Maintenance Section, Montgomery County Department of Public Works and Transportation (DPWT), will supply and coordinate the issuance of temporary traffic control devices. The Transportation Management Center will be contacted at **(240) 777-2100** to arrange for the deployment of temporary traffic control devices.
- D. Special Requests
Most requests for issuance of temporary traffic control devices can be accomplished by telephone. However, requests for special devices or use of these devices for extended periods of time may

have to be made in writing. DPWT will be the decision making authority in those instances.

IV. Traffic Direction and Control for Special Events

- A. The department will provide only that degree of traffic direction and control service in support of special events as is absolutely necessary.
- B. Requests for Special Events
All requests from outside sources for police assistance with traffic direction and control in support of special events that exceed the resources at the district level must be made in writing to the Chief, Field Services Bureau (FSB), at least 45 days prior to the start of the event. At a minimum, the request will include the time, date, location, and anticipated attendance at the event. Provisions will be made for identifying those persons working directly with the event to assist them in crossing police lines. This includes promoters, vendors, and the media.
- C. SOD Assistance
Upon learning of the event, the Chief, FSB, may **request** that the Director, Special Operations Division, assist the respective district commander in planning for the event. Adequate emergency service access will be provided to the scene of the event, including fire and ambulance services.
- D. Road Closing Events
If the event is a parade **or other road closing event**, the route will be determined and coordinated with other public service and transportation agencies, including railroad, mail, and public works, to provide an opportunity in adjusting the normal schedules for these services.
- E. Media Notification
Media Services Division will be notified, in advance, of all scheduled special events.
- F. Parades
If the event is a parade, ropes or other appropriate barriers may be used along the parade route with employees stationed at intervals as needed.
- G. Utilizing Perimeter Streets
The perimeter streets of the special event shall be used to maximum advantage by eliminating or increasing parking space, making temporary one-way streets, and assigning employees to key intersections for traffic control.
- H. Street Closings

The department will ensure adequate publicity for any changes or alterations in street utilization, parking availability, public transportation services, and the location of the event or parade route.

I. Scheduling Breaks

Consistent with the scheduled duration of the need for traffic direction and control services, provisions will be made for scheduling adequate breaks for employees providing these services.

V. **Adverse Road and Weather Conditions** (CALEA 61.3.2.d)

- A. Upon discovering an adverse road condition, employees will ensure that the appropriate agencies and persons responsible for correcting the condition are notified.
- B. When there are adverse road/weather conditions, employees will provide traffic direction/control and scene protection, as appropriate.

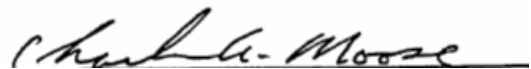
VI. **School Crossing Guards**

- A. The department provides non-sworn employees to serve as school crossing guards. The primary function of these crossing guards is to provide for the safety of students as they travel to and from school. (CALEA 61.3.5.a)
- B. When carrying out their assignments, school crossing guards will wear the full uniform prescribed and provided by the department, which will be distinctly different from the uniform worn by officers. (CALEA 61.3.5.c)

VII. **Proponent Unit:** FSB Administration

VIII. **Cancellation**

This directive cancels Function Code 1031, dated 05-06-99.



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Chief of Police